



PARK RESERVATION FORM

(In order to ensure your facility reservation needs are met, please submit at least 10 days prior to your requested event date)

Community and Cultural Center 17000 Monterey Rd., Morgan Hill, CA 95037
408.782.0008 408.779.5450 FAX www.mhrecreation.com

Contact Information

Name of Individual/Organization: _____
Address: _____
City: _____ Zip: _____
Home/Business Phone: _____ Alternate/Cell Phone: _____
Email Address: _____

Select a Facility	Resident	Non-Resident	Select a Date & Time
_____ Community Park - Gazebo	\$ 60	\$110	Event Date: _____
_____ Community Park - Stage Area	\$ 47	\$ 84	
_____ Community Park - Ballfield Picnic Area	\$ 47	\$ 84	Event Starts: _____
_____ Galvan Park - BBQ Area	\$ 47	\$ 84	Event Ends: _____
_____ Paradise Park - Picnic Area	\$ 47	\$ 84	
_____ Diana Park - Picnic Area	\$ 47	\$ 84	Type of Event: _____
_____ Jackson Park - Picnic Area	\$ 47	\$ 84	
_____ Nordstrom Park - Picnic Area	\$ 47	\$ 84	# of people attending: _____

Special Event Permit and/or Insurance Requirements (Initials Required)

A Special Event Permit and/or additional insurance may be required if you are planning an event with ANY of the following:

☐ Yes ☐ No **Jump house** ☐ Yes ☐ No **Entertainment** ☐ Yes ☐ No **Charging entry fee**
☐ Yes ☐ No **Alcohol or food sales** ☐ Yes ☐ No **Amplified music** ☐ Yes ☐ No **More than 50 people**
attending

To apply for a Special Event Permit or to get insurance information, please contact Jolie Hunter at 408.310.4285 or jolie.hunter@morganhill.ca.gov. Special Event Permit Applications must be submitted at least 60 days prior to requested use.

Initials required

_____ My event will not include any of the activities listed above.
_____ I would like to apply for a Special Event Permit ☐ \$224 (50-499 people) ☐ \$634 (500+ people)
_____ I will provide the appropriate insurance for my event.

Hold Harmless Agreement (Signature Required)

I understand that I and my group or organization will be responsible for any damage or abuse of City buildings, grounds or equipment growing out of the occupancy or use of said premises or equipment by our reservation. We agree to abide by all rules and regulations governing the use of buildings, grounds and equipment and hold the City of Morgan Hill and their employees free and harmless from any loss, claims or liability or damage, and/or injuries to persons and property that in any way may be caused by applicants' use or occupancy of said facilities and hold harmless from all claims resulting from this use. The applicant understands the City of Morgan Hill, its officers, and employees are not responsible for any injuries or losses caused to anyone participating in any way in this activity.

I, the undersigned, have read and understand the rules and regulations for facility/park use.

Date: _____ Signature: _____

Payment Information

Total Paid \$ _____ ☐ Cash ☐ Check # _____ ☐ Credit Card
Credit Card # _____ - _____ - _____ - _____ Expiration Date: _____ / _____ 3 Digit Security Code _____
Signature: _____